IDACS

IDACS QUARTERLY NEWS

Training and Certification Manual

Very soon a new document will appear on the Omnixx Force Toolbar under IDACS, The IDACS Training and Certification Manual. New is misleading, maybe revised edition is a better description. The IDACS Section and the IDACS Committee have been working for several months to bring you an up to date document.

When the Training and Certification Manual is added to the IDACS drop down all operators, coordinators, and even agency heads should read the finished product.
It will answer many questions:

Who must go to class?

What level of certification is needed by any individual?
When classes will be available?
What types of classes are available?
What should be expected to be cov-

ered in the classes offered?
The document should answer questions about different levels of tests, and whether the individual must take on line, or a paper test with an instructor.
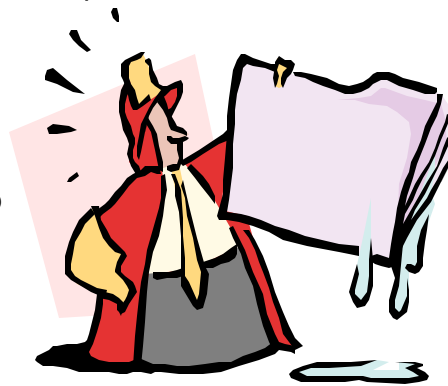
The revised Training

and Certification Manual will also answer who can train and test their own operators. How to become an IDACS certified trainer.
The document will answer the question of when instructors will be recertified, and who is responsible for the recertification of instructors.

The March 7th IDACS Committee Meeting will be reviewing the latest version of the Training and Certification Manual, and once any changes/deletions/additions are made the document will appear under IDACS on the Force Toolbar and on the IDACS website.
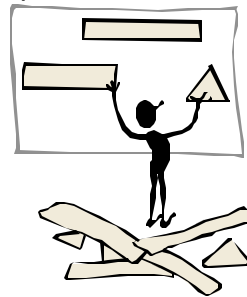
OMNIXX Toolbar

Omnixx users should notice a new IDACS icon added to the Omnixx gray screens tool bar. The eight selected featured categories include IDACS Homepage, IDACS News, IDACS Committee, IDACS Training, System Documentation, System Security, 2000 Updates, and FAQS (Frequently Asked Questions).

The toolbar update simplifies data retrieval from the selected featured categories without the necessity of Internet access. This allows agencies not on-line at their communications center workstation to easily obtain information through the OMNIXX system. Simply click on the category of choice to view information.

All featured categories listed below the IDACS icon are available for printing. Click on the print icon shown on the Internet Explorer toolbar or choose "Control P" by using your keyboard functions to print newsletters, lesson plans or any other information from the featured categories.

The OMNIXX toolbar update does not replace other options still available to access system information. Some options include the IDACS Bulletin Board File and the IDACS Homepage available by using the Internet.

The IDACS icon toolbar update is an enhancement for all system users. IDACS encourages all users to browse the featured categories for frequent system updates.

Password Resets

All Omnixx passwords are only good for <u>90 days</u>. In the past the Omnixx system sent out a warning message to the operator at the time of log on to tell the operator their password was going to expire. Unfortunately this feature is no longer available.

It seems that some operators have began to rely on calling and having their passwords reset by IDACS and Data Operations. While we are here to help you if you need it, each operator needs to make a conscience effort to keep track of when his or her password is going to expire.
Some things you can do to help you avoid needing to have your password reset are:
· Set up a schedule, for example- the first day of every odd or every even month
· Use a calendar to help you remember when it is time to change your password
· If you have more than one system that requires frequent password changes put them all on the same schedule so that they are all due to be changed at the same time.
· Ask your coordinator to check to see when your password is going to expire.

All agency coordinators have the ability to run reports to see when their operator's passwords are going to expire. From your Omnixx version 24 download disk from March 2005.
Click View documents, and then click Using S_AGY USER. Coordinators can print PW expiration reports every month and hang them somewhere for their operators to see.

Avenues of Communication

Communications is an important factor in obtaining information. Communications can be done by telephone, the US Mail, email, and voice mail to just name a few. Sometime it is not always known how communication can be done between IDACS and the user community. The following lists are several avenues that are available to help the user community.

The Bulletin Board is available 24 hours a day 7 days week. There are several topics listed and can be posted by the user community as well as IDACS to relay information. These messages are posted for 30 days. After 30 days the system will automatically purge the message that has been posted. An update is sent at 6:00 a.m. daily stating the topics that have been updated. Users are encouraged to inquire on those updated topics and post them appropriately when needed.

The IDACS Website is available 24 hours a day 7 days a week. Several topics are listed ranging from IDACS Committee Meeting Minutes to IDACS Lesson Plans. This information can be obtained at www.in.gov/isp/idacs.

The IDACS Quarterly Newsletters are available 24 hours a day 7 days a week. Information is gathered from various areas and covers various topics to inform the user of any changes or new features. The newsletter is available under the IDACS ICON on the menu bar of Force and also at www.in.gov/isp/idacs.

Area Coordinator's meetings are held twice a year once in the spring and once in the fall. All agency coordinators meet at a location specified by the Area Representative and discuss issues and changes concerning the IDACS System. All coordinators are highly encouraged to attend.

IDACS Committee Meetings are held on the first Tuesday of every quarter. These meetings are opened to all persons interested. It is highly encouraged that agencies attend these meetings as important issues are discussed that could affect operations.

Any questions can be directed to the IDACS email address: idacs@isp.state.in.us.

Appending a Detainer

How can a person that is arrested and incarcerated remain in IDACS/NCIC? How will an agency that is holding a subject know that here is an active warrant pending?

Appending a detainer will allow the record to remain in IDACS/NCIC until extradition can occur. When an inquiring agency receives a "Positive Hit Response", confirms that

the subject detained is identical to the warrant outstanding and extradition is authorized, a Locate Transaction must be placed. The Locate transaction must indicate detention by placing DETN in the Extradition (EXT) Field on the Locate screen. The entering agency of the record should append any

detainer information to its record within 5 days of the Locate transaction.

A detainer can only be appended to a NCIC Wanted Person entry on when the record is in a LOCATED STATUS.

Expanded Date of Birth Search (EBS)

A new Message Field Code (MFC) is now available when making inquiries into the Missing Person (QM), Convicted Sexual Offender File (QXS), Violent Gang and Terrorist Organization File (QGM) and the Wanted Persons File (QW). This Message Field Code (MFC) provides the option to search plus or minus 1 year of the input year of birth.

The EBS Field is an optional one-character numeric field that now includes the number 1. By placing the nu-

meric 1 in the EBS Field, it will expand the date of birth search. The exact input date of birth (month, day, and year) as well as records with the exact month and day of birth and a range of plus or minus 1 year of the entered birth year will be searched.

This field is located on each screen listed and identified as (EBS).

IDACS/NCIC/NICB FILES

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G G A C X U W L P Q X H R K G O S P C V R E R E S
C E O E W J R Y L R H H H E G R U Z E Y H O L S E
L K O C A G M P R L O W M E B O U H L W P C W E X
G M X R X R I C C F K T K A R M I A G C I P Q I U
W E Q Y T K S P K X U H E G D C E V B H A M S T A
E T A L P E S N E C I L G C L E F M E K E O B I L
U L S A B M I E G S U N Y E T F T V G L U H E R O
P O T D F S N S Z P A Y Y W L I D N G N W W O U F
X G V J J H G Q N G P S I R U E V N A G A D L C F
N U G T S O L W H Z A B A N W W M E S W J G E E E
S W R N Y F R X S H P S I O N K A K O V Q X C S N
A M F Y K R A U K K Y D T W C X T W D R Z G J O D
B M S U P E R V I S E D R E L E A S E M D B J B E
J T L U R Q S P Q N N T O S T M L Y N Z M E K S R
A Z K L X N O X T A V B G E I S N B J D J Y R S D
O G L T N X K I D N H O G D E T A I N E R C Q X S
U O A D E H F E W H N P A U Z R H D V A O Q W B A
D O U D U I N G O Q X H N R W A H C K L Z E B B P
B E W R E O D O Q S C Q X U T P O Q E J T H Q A Z
L A P D D K B T W L G U N L H I K I O Y P R Y N Y
U N P N T P T Y U N G B O W L F C N D I J Q F A U
H V A W O G H K M F P G B T X V Z L A C E K B R W
H B O V P V W I I G D Z Y V M I H E E Q M D Y M M
A R R K T E R D P U O S L S R V U Q B H V K K U C
S L X J N O J Y F N Q B K P O P S A P C Z I S V P
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ABANDONED AND TOWED VEHICLE

ARTICLE

BOAT

DETAINER

GANG GROUP

GANG MEMBER

GUN

LICENSE PLATE

LOST GUN

MISSING

PARTS

PROTECTIVE ORDER

SECURITIES

SEXUAL OFFENDER

SUPERVISED RELEASE

UNIDENTIFIED

VEHICLE

WANTED

IDACS

Indiana State Police
IDACS Section
IGCN- 100 N. Senate Ave.
Indianapolis, IN 46204 -2259

Phone: 317-232-8292
Fax: 317-233-3057
Email: idacs@isp.state.in.us
Website: in.gov/isp/idacs

www.in.gov/isp/idacs

The quarterly IDACS Committee Meetings will be held at the following dates and times for the remainder of 2006. All meetings will be held at the Indiana State Police Post District #52, 8620 East 21st St. Indianapolis, IN 46219 All agency users in the IDACS Community are highly encouraged to attend.

Tuesday June 6, 2006 10:00 a.m.

Tuesday September 5, 2006 10:00 a.m.

Tuesday December 5, 2006 10:00 a.m.

Times and locations subject to change.

IDACS Staff
IDACS System Coordinator
Michael Dearinger

Program Director
Andre' Clark

Administration
Holly White (Working Leader)
Sara Bloemker

IDACS Training
Kelly Dignin - Area I
Vivian Nowaczewski - Area II
Troy Scott - Area III & V
Deborah Cook - Area IV

IDACS Security
Sgt. John Richards

Data Operations Center Staff

Supervisor
Carrie Hampton

Day Shift (0700-1500)
Lajuan Harris
Ala Munn

Evening Shift (1500-2300)
Jennifer Adrian
Patsity Epps
Sherif Lee

Night Shift (2300—0700)
F. Michael Kline
Sharon Squires